

**Microsoft PowerPoint 2010, Project 6**

**Project Overview**

In this project, students will enhance a presentation with graphics.

**Project Goals**

The goal of this project is to help students learn to enhance a presentation with graphics. Students will learn to insert and modify clip art, pictures, and WordArt. They will also learn to insert and modify a table.

**Institution type:**

High School

**Skills covered**

After successfully completing project, students will be able to:

* Change the layout of a slide
* Insert an illustration
* Scale an image
* Recolor a clip art image
* Insert and modify a picture
* Insert and modify WordArt
* Insert a table in a slide
* Modify a table
* Insert a Textbox in a slide



**Student Assignment:**

Memorial High School has started a new Character Education Program for 2011. For a class assignment on this program, you are preparing a presentation regarding positive characteristics shared by athletes. To make your presentation appeal more strongly to your audience and hold their attention, you plan to enhance the presentation with several graphical elements.

Get started by opening the Project6\_studentdatapresentation and complete the following:

1. Change the layout of slide 2 to accommodate an image of an athlete.
2. Insert a clip art image of an athlete and resize the image appropriately.
3. Insert a clip art image of a smiley face at the bottom of slide 3.
4. On slide 8, create a WordArt image using the text in the title placeholder. Remove the title placeholder. Resize and position the WordArt image in the center of the slide.
5. Insert a clip art image on the bottom of slide 4.
6. Insert a table, containing the following information, below the WordArt image on slide 8.

|  |  |  |
| --- | --- | --- |
| Attitude | Respect | Communication |
| Cooperation |  | Teamwork |

1. Format the table to be centered on the slide with no borders and no fill color. Set the font color to be blue.
2. Set the WordArt image to be font size 32. Save the presentation as Project6\_complete in the folder named Microsoft® PowerPoint® 2010 on your storage device.